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January 3, 1997

Ms. Amy Suzanne Reynolds
Reports Analyst
Federal Election Commission
999 E Street, N.W.
Room 709
Washington, DC 20463

Dear Ms. Reynolds,

Our meeting with you and Ken Davis the morning on December 18, 1996, was a very productive session for us and we appreciate your patience and understanding with our efforts to correct the reporting omissions with which we recently became aware.

Please allow me to summarize our action points associated with that meeting:

We will complete FEC Form 1 as supplemental notification of our change in Treasurer which we notified your office by letter last month.

We will amend our General Report for the period of Oct. 1 through Nov. 25 to update our reporting which covered Oct. 1-Nov. 20.

We will finalize our April Quarterly Report and submit it as soon as we review it.

We also will file our Year End '95 report and our Year End '96 report by Jan. 31, 1997.

Finally, we are still pursuing our review of 1996 contributions to ascertain whether the contributions applied to primary election, general election or debt retirement. As we mentioned to you, this is proving to be a very time-consuming process because of the Holiday Season and multiple calls necessary to reach the appropriate campaign officials. Nevertheless, we will continue to pursue this until the listing is complete.

If we can elaborate on any of the above matters, please give us a call. Meantime, please be assured that we are working diligently to resolve these areas of unfinished business and to bring our file up to date. Thank you again for your assistance.

Sincerely,

A. Allan Noe

Federal Election Commission
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